

**STATE MILITARY DEPARTMENT JOINT FORCE HEADQUARTERS  
ALABAMA NATIONAL GUARD  
1720 CONGRESSMAN WILLIAM L. DICKINSON DRIVE  
P.O. BOX 3711  
MONTGOMERY, ALABAMA 36109-0711**


ALJ1-HRO-SEEM

7 January 2009

**MEMORANDUM FOR ALL PERSONNEL**

**SUBJECT: Equal Employment Opportunity (EEO) Policy**

1. As the Adjutant General for the Alabama National Guard, I am committed to providing equal employment opportunity for all employees and applicants for employment in the Alabama National Guard, regardless of their race, religion, color, sex, national origin, age, or disability. All employees will have the freedom to compete on a fair and level playing field with equal opportunity for competition.
2. Managers and supervisors will ensure that all personnel/employment programs, management practices and decisions including, but not limited to, recruitment/hiring, merit promotion, transfer, reassignments, training and career development, benefits, and separation are free from discrimination and personal biases.
3. Discrimination and workplace harassment will not be tolerated. Allegations of discrimination and harassment will be immediately investigated, and, where allegations are substantiated, appropriate action will be taken. I also support the rights of all employees to exercise their rights under the civil rights statutes. Reprisal against anyone who has participated in protected activity will not be tolerated.
4. Guidelines for filing EEO complaints of discrimination are posted on the HRO website, the technician bulletin board at each unit, and are found in National Guard Regulation (NGR)(AR) 690-600/and NGR (AF) 40-1614, National Guard Civilian Discrimination Complaint System, dated 15 Mar 93. Information on the variety of EEO programs available (alternative dispute resolution, disability accommodations, religious accommodation and others) can be found on the following websites:  
  
<http://www.eeoc.gov/>, <http://www.al.ngb.army.mil/hro/eeo/eeo.htm>  
<http://www.ngb.army.mil/jointstaff/zc/eeo/policyprograms/default.aspx>  
  
or by contacting Lt Col Barbara Harris, State Equal Employment Manager (SEEM), at (334) 271-7215 or DSN 363-7215 or Ms. Lynda Sims, Equal Employment Specialist, (334) 271-7217 or DSN 363-7217.
5. This policy letter supersedes ALJF-TAG, 2 Jan 08, Subject: Equal Employment Opportunity (EEO) Policy and will be posted in the permanent section on all technician bulletin boards located at each unit, the Human Resources Office, the Equal Employment Opportunity Office and on the HRO website.



**ABNER C. BLALOCK**  
Major General, ALARNG  
The Adjutant General